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Security Information

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

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[REDACTED]

SUBJECT: Advances to Employees for Personal Expenditures

1. The advance of Agency funds to employees to meet personal obligations is prohibited by law. Funds are appropriated or made available to CIA only for official expenditures necessary to the accomplishment of CIA missions. Officers or employees permitting improper use of Agency funds may be held personally liable.

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2. Advances from [REDACTED] will be authorized only in strict accordance with existing [REDACTED] or as the Director of Central Intelligence may otherwise order, where CIA functions of a confidential, extraordinary or emergency nature are involved.

3. Personal loans may be obtained by officers and employees located in the United States, and on a limited basis by officers and employees at overseas locations, by application to the Credit Union. Effective approximately 1 January 1953, procedures will be initiated to extend complete facilities of the Credit Union to all overseas installations.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

WALTER REID WOLF
Deputy Director
(Administration)